

**University of Wisconsin Hospital and Clinics
Associate Vice Chair for Clinical Affairs
Department of Anesthesiology**



Reports to:	Vice Chair for Clinical Affairs, Department of Anesthesiology
Reports:	Medical Director, Anesthetists Associate Medical Director, Anesthetists (TAC) Co-Leads (UH and TAC) Clinical Anesthetists
Collaborators:	Vice Chair, Education Vice Chair, Quality and Safety Vice Chair, Research UWHC Director of Perioperative Services Department Administrator
Authority:	Decisions made collaboratively with oversight by Vice Chair for Clinical Affairs
Percent Effort:	0.1 FTE (0.5 days/week)
Term of Appointment:	No term, serves at the discretion of the Chair

The Associate Vice Chair for Clinical Affairs (AVCCA) for the University of Wisconsin School of Medicine and Public Health (UWSMPH) Department of Anesthesiology helps to manage clinical faculty, anesthetists, physician assistants and nurses within the Department. This individual participates in departmental operations and scheduling, resource management, patient care and coordination, program development, strategic planning, and recruitment. This individual is also responsible for promoting a professional and respectful work environment while continually advocating for quality, safety and process improvement. The AVCCA will partner with other members of the leadership team to represent the Department's interests in interactions with UWSMPH, UW Health and the University of Wisconsin Medical Foundation (UWMF).

Responsibilities include, but are not limited to:

- Promote a professional and respectful work environment
- Help advance quality, safety and continual process improvement as Departmental pillars
- Help enforce established standards for perioperative anesthetic care
- Assist with integration of teaching, research and scholarship in the clinical practice setting
- Assist in the deployment of Departmental resources to cover organizational needs
- Assist in planning and coordinating staffing at all locations
- Represent Departmental interests in interactions with UWSMPH, UW Health and UWMF
- Assist Departmental efforts at clinical program development, workforce planning, recruitment and hiring
- Help ensure all enterprise, regulatory, and accreditation standards and policies are clearly communicated, and that the Department fully complies

- Assist in overseeing the creation of daily departmental schedules, monthly call schedules and annual vacation schedules for faculty, residents and anesthesiologists
- Assist with addressing disciplinary issues and mediate interpersonal conflict within the Department

Leadership Expectations

The mission in the School of Medicine and Public Health is to advance health without compromise through service, scholarship, science, and social responsibility. This is a leadership position and it is the expectation that the incumbent will develop plans in conjunction with, will follow policies established by the Department of Anesthesiology, The University of Wisconsin School of Medicine and Public Health, and UW Health, and meet the professional standards of the Department of Anesthesiology, UW Health, and The University of Wisconsin School of Medicine and Public Health.

Annual Review

The Associate Vice Chair of Clinical Affairs serves at the discretion of the Department Chair. The Senior Vice Chair and the Vice Chair of Clinical Affairs will be responsible for outlining goals and expectations as well as conducting annual reviews of the Associate Vice Chair's performance.